

ARMY NATIONAL GUARD TECHNICIAN ANNOUNCEMENT NON-BARGAINING UNIT



**HUMAN RESOURCES
OFFICE**
Washington National
Guard
Building 33, Camp Murray
Tacoma, WA 98430-5130

Announcement number
10-116-ARNG
Opening Date
9 September 2010

Position Title, Series & Grade
State Family Program Specialist
GS-0301-12

APPLICATIONS WILL BE ACCEPTED UNTIL 4:30 ON:

23 September 2010

PD Number:
D1740000

SEE NOTE

Location of Position:

J9
Camp Murray, WA

Baseline physical

An employment physical may be required within 90 days of employment per OSHA regulation and NGB* *this physical will be used to determine fitness and eligibility for continued employment.

Salary Range:

\$73,420 PA to \$95,444 PA

Website address:

http://mil.wa.gov/jobs/federal_job_ops.shtml

APPOINTMENT FACTORS

Area of Consideration

- ☐ **Area A – Nationwide Excepted:** Anyone eligible for immediate enlistment and/or commissioning in the Washington Army and/or Air National Guard.
- ☒ **Area B – In-state Excepted:** All participating members of the Washington Army and/or Air National Guard.
- ☒ **Area C – In-service Excepted:** All presently employed permanent accepted technicians, indefinite excepted technicians, and AGR members with excepted technician reemployment rights to the Washington Army National Guard.
- ☐ **Area D – In-service Competitive:** All presently employed permanent competitive technicians of the Washington Army National Guard.

CURRENT BARGAINING UNIT STATUS

☒ **Non-Bargaining Unit**

Appointment Factors:

- ☒ **Officer** ☐ Enlisted ☐ Warrant Officer
- ☐ NDS (Competitive)
- ☒ **Permanent** ☐ Indefinite* ☐ Temporary*

Military Assignment & Grade Requirements

ORB: 01A

Applicants need not be assigned to the position or possess the MOS to apply or be considered for selection. Selected applicant must be assigned to a compatible Military position and attain MOS within 1 year of appointment action.

Military Grade Available:

O-3 to O-5

Please note: Grade Inversion will not be permitted TPR 300 (302.7, change 8 para c)

Permanent Change of Station

- ☒ PCS expenses are not authorized ☐ PCS expenses are authorized
- ☐ PCS expenses may not be authorized, however a waiver may be considered if determination is made that payment of PCS expenses would be in the best interest of the Washington National Guard.

Minimum Requirements for Consideration
General Experience: Experience, education, or training which provided a general knowledge of the principals of organization, management, and administration.
Specialized Experience: Must have 36 months of specialized experience which demonstrates possession of knowledge, skills, and abilities (KSAs) and personal characteristics that are necessary to the successful performance in this position.
Other Requirements: Must have or be able to acquire a Secret security clearance. All Soldiers, civilian employees and contractor employees who drive Army-owned or leased vehicles must complete the Army Avoidance Course (AAC) training when they start working for the Army. Must be military assigned as the State Family Programs Director, JFHQ. Must attend the SFPD training at the earliest opportunity.
The following Selective Placement Factors (SPFs) will be considered in the evaluation process
Element I – Knowledge of the principles, and standard practices of management.
Element II – Knowledge of the techniques of organization, direction, coordination, and control.
Element III – Ability to formulate and execute long range plans and programs.
Element IV – Skilled in oral and written communication.
Element V – Ability to give specific guidance relative to a particular program.
Employment Conditions
<ol style="list-style-type: none"> Technicians are paid through direct deposit/electronic funds transfer. Males born after December 31, 1959, must be registered with the Selective Service Systems to be employed by the Federal Government. <u>Military Technicians are ineligible for enlistment, retention, and student loan repayment bonuses. Acceptance of a Technician position will terminate these incentives.</u> Military Technicians in the excepted service will wear the appropriate uniform while performing as a Technician. Veteran's preference does not apply to National Guard Technician positions in accordance with Title 32 USC 709 (f)
Only the work Experience and Qualifications/Education you show on the OF612, Resume or SF 171 and SPFs can be used to evaluate your qualifications for this position. Carefully read and comply with instructions contained on the required forms.
SUMMARY OF DUTIES
<p>This position is located in the Joint Force Headquarters (State), Warrior, Veteran and Family Support Directorate (J9). The purpose of the position is to plan, develop, and direct the Family Program for National Guard and Reserve members and their families, including any family of deployed military personnel regardless of service or component (Army, Marines, Air Force, etc), who live in the vicinity, at all levels of contingency and mobilization with operations throughout the state. Serves as the Joint Force Headquarters (State) advisor to the Adjutant General (TAG) on family readiness, quality of life and other Family Program matters and as the policy advisor in the development and implementation of work/life services and activities. Initiates, develops, prepares and implements policy and guidance on assigned programs. Identifies, plans, and directs family readiness, mobilization, and deployment priorities based on mission requirements. Oversees all budget aspects for the Family Program. Oversees the activities, services, and the establishment of the Family Assistance Centers (FACs) during all levels of contingency and mobilization for military families. Provides education, prevention, support networks, direct services, and coordination with local, county, state, and national agencies and organizations to support special populations (e.g. geographically and socially isolated, special needs, extended, and high risk families). Plans, organizes, and oversees all aspects of volunteer management to include recruiting, training, retaining, and recognizing volunteers. Establishes, develops, and oversees the implementation of a comprehensive information, referral, and follow-up service in response to family needs. Establishes and provides a full range of well being and life skills education and training resources. Plans, develops markets, executes, and oversees an ongoing Guard family youth development program that identifies and addresses issues and concerns of youth related to Guard life. Serves as the TAG's representative on family issues. Establishes and provides liaison with military and community organizations, especially Employer Support of the Guard Reserve (ESGR), to ensure positive, ongoing relationships with these groups for the benefit of military families. Oversees conference coordination for training events. Performs other duties as assigned.</p>
HOW TO APPLY
<ol style="list-style-type: none"> Individuals who meet both the General and Specialized experience requirements may apply by submitting the following forms: <ul style="list-style-type: none"> MIL Form 175 "Application for Technician Vacancy" MIL Form 174 "Chronological Listing of Military Service"

- OF 306 "Declaration for Federal Employment"
- SF 181 "Race and National Origin Identification"
- SF 256 "Self-Identification of Handicap"
- Response to Selective Placement Factors (SPFs). Response to the SPFs is critical to the evaluative process.
- One of the following:
 - a) OF 612 "Application for Federal Employment"
 - b) Personal Resume, or
 - c) SF 171 "Personal Qualification Statement". Whatever form is used, please only list experience related to the position you are applying for. **IT IS CRITICAL THAT YOU LIST DATES (MM/YY) OF YOUR EXPERIENCE.**
- Crediting National Guard Experience: National Guard service may be credited as full-time experience when evaluated against the qualification requirements for a military technician position. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND DUTIES MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. The level of experience will be determined by the actual duties and responsibilities performed.

(Please note: Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data is provided, accurate, and complete. Only the experience and qualifications you show on the OF 612, Resume, or SF 171 can be used to evaluate your qualifications for this position).

**To obtain forms online go to: http://mil.wa.gov/jobs/federal_job_ops.shtml

****Mail or Hand Deliver** forms to: HRO Attn: Staffing Section
 Building 33, Camp Murray
 Tacoma, WA 98430-5130

(Faxed and Scanned copies will not be accepted)

2. INCOMPLETE APPLICATIONS or those received after the closing date WILL NOT BE CONSIDERED AND WILL BE RETURNED.

***Documents requiring a signature must be turned in with the original signature and date, including the Personal Resume.**

3. College Transcripts MUST be submitted for professional positions or when substituting education for experience.
4. Applications will not be returned. Please make a copy of your application prior to submitting it to HRO.
5. **EQUAL OPPORTUNITY:** This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration, selection, and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan, WAARNG Regulation 690-4/WAANG Instruction 36-1010.

For additional information: HRO STAFFING SECTION
 Phone (253) 512-7835
 DSN 323-7835